COLCHESTER BOARD OF EDUCATION
Ad Hoc Budget Committee

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Friday, December 13, 2024
8:40 AM
Board of Education Central Office

MINUTES

BOARD MEMBERS PRESENT : Chris Rivers, Margo Gignac and Stefanie Tracey-Calash.

ADMINISTRATION PRESENT : Superintendent Daniel P. Sullivan, III

OTHERS PRESENT : Director of Finance and Operations Rachel Linkkila, Executive Assistant to the Superintendent Alyssa Fratoni, Board of Finance Chair Karen Belding

1. **MEETING OPENING**
   - 1.1. Call to Order
     M. Gignac called the meeting to order at 8:40 AM
   - 1.2 Roll Call
     M. Gignac and C. Rivers present

2. **PUBLIC COMMENT**
   - 2.1. For Public Comments, please see Bylaw on Meeting Conduct
     No public comment

3. ***CONSENT AGENDA**
   - 3.1. *Approval of Ad Hoc Budget Committee Meeting Minutes of December 6, 2024.
     Motion by: C. Rivers
     Motion to approve minutes as presented
     Second: M. Gignac
     Roll Call: All in favor
     Vote: Motion carried

Superintendent Sullivan and S. Tracey-Calash arrived at 8:45 AM

4. ***PRIORITY DISCUSSION / ACTION ITEMS**
   - 4.1. *Discussion and Possible Action on Policy Review from Policy Committee
     Motion by: S. Tracey-Calash
     Motion to table
     Second: C. Rivers

Roll Call: All in favor
Vote: Motion carried

4.2. Next Steps and Next Meeting

The Committee had discussion with BOF Chair Karen Belding. K. Belding voiced her opinions of what should be included and what the BOF members are looking for when it comes to the Budget Book and its contents. There was discussion about the program that the Budget Book is built in, and the Committee and K.Belding agreed that it should be about what is the right level of information, content and data being requested and not so much about the program being used to deliver and present the information. There was discussion about creating comparison charts between schools for the budget drivers. There was discussion about the "At a Glance" page that was used in previous years. There was also discussion about the level of risk in estimating revenue and what the impact is of not getting it correct.

M. Gignac left the meeting at 9:25 AM

R. Linkkila will work on getting the comparison charts drafted for the Committee's and K. Belding's review via a digital version with page numbers.

The Committee and K. Belding spoke about timelines and processes. The Committee and BOE are looking to shorten the time frame and have focused workshops to keep the citizens engaged.

5. ADJOURNMENT

Motion by: C. Rivers
Motion to adjourn.
Second: S. Tracey-Calash
Roll Call: All in favor
Vote: Motion carried

C. Rivers (in place of Committee Chair M. Gignac) adjourned the meeting at 9:43 AM

Respectfully submitted,

Alyssa Fratoni
Executive Assistant to the Superintendent